**CARNEYS POINT TOWNSHIP SEWERAGE AUTHORITY**

**REGULAR MEETING Feb 18, 2020**

The meeting was called to order by Chairman Rullo at 5:30 p.m. with the pledge of allegiance and stating the following: This meeting is being held in compliance with the Open Public Meeting Act. Advance notice of this meeting was given by way of the annual notice which was filed with the Carneys Point Township Clerk, forwarded to the South Jersey Times and the Elmer Times and was posted on the bulletin board in the lobby of the Carneys Point Township Municipal Building. The pledge of allegiance was recited.

Mr Telsey swore in Charles C. Newton for a five-year term beginning February 1, 2020 through January 31, 2025

**Roll Call**

Present: Dr. Racite (via phone), Mr. Pleura, Mr. Brown, Mr. Newton, Mr. Rullo

Others Present: Mr. Telsey, Mr. Biermann, Mr. Robert DeBlock, Mr. Whittaker, Mrs. Zee, Mr Tim Kiel, and Mr. Sean O’Donnell

Motion to appoint Tony Rullo Authority Chairman, for the term Feb 2020 to Jan 2021, Motion Mr. Newton, 2nd Mr Brown,

 RECORDED VOTE: Aye: Mr. Newton, Mr. Brown, Dr. Racite, Mr. Rullo, and Mr. Pelura

 Nay: None

 Abstain: None

 MOTION CARRIED: 5-0-0

Motion to appoint Ken Brown, Authority Vice Chairman, for the term Feb 2020 through Jan 2021, Motion Mr.Rullo, 2nd Mr Newton

RECORDED VOTE: Aye: Mr. Newton, Mr. Brown, Dr. Racite, Mr. Rullo, and Mr. Pelura

 Nay: None

 Abstain: None

 MOTION CARRIED: 5-0-0

Motion to appoint Charles Newton, Authority Treasurer, for the term Feb 2020 through Jan 2021, Motion Mr. Brown, 2nd Mr Rullo

RECORDED VOTE: Aye: Mr. Newton, Mr. Brown, Dr. Racite, Mr. Rullo, and Mr. Pelura

 Nay: None

 Abstain: None

 MOTION CARRIED: 5-0-0

Motion to appoint Joe Racite, Authority Secretary, for the term Feb 2020 through Jan 2021, Motion Mr. Pelura, 2nd Mr Brown

 RECORDED VOTE: Aye: Mr. Newton, Mr. Brown, Dr. Racite, Mr. Rullo, and Mr. Pelura

 Nay: None

 Abstain: None

 MOTION CARRIED: 5-0-0

Motion to appoint Wayne Pelura, Authority Alternate Treasurer/Secretary for the term Feb 2020 through Jan 2021, Motion Mr Newton, 2nd Mr Rullo

 RECORDED VOTE: Aye: Mr. Newton, Mr. Brown, Dr. Racite, Mr. Rullo, and Mr. Pelura

 Nay: None

 Abstain: None

 MOTION CARRIED: 5-0-0

Motion to accept Regular Session Minutes from Jan 21, 2020 meeting. Motion Mr Pelura, 2nd Mr Brown

RECORDED VOTE: Aye: Mr. Newton, Mr. Brown, Dr. Racite, Mr. Rullo, and Mr. Pelura

 Nay: None

 Abstain: None

 MOTION CARRIED: 5-0-0

Motion to accept all properly audited vouchers, Motion Mr. Newton, 2nd Mr. Pelura

Mr. Racite had questions on the charges for the roof replacement at the plant, where is the money coming from, since all bids had been rejected for work. Mr DeBlock, Tim Kiel, and Mr. Biermann addressed his questions.

RECORDED VOTE: Aye: Mr. Newton, Mr. Brown, Dr. Racite, Mr. Rullo, and Mr. Pelura

 Nay: None

 Abstain: None

 MOTION CARRIED: 5-0-0

**Old Business**

State of NJ Treatment Works Approval letter to connect force main to pump station for Harding Highway Distribution Center explained by Mr. Biermann.

Riehl”s Towing responded to questions about grease traps and other questions to satisfaction and is now able to come in and pay fees owed to Seweragae Authority. Referenced Resolution 2020-06.

**Halted discussion on Old Business until New Business appointing Authority Accountant/Auditor, Authority Solicitor, Authority Engineer, and Authority Bond Counsel had been established**.

Resolution 2020-2 Appointment of Bowman & Co as Authority Accountant/Auditor, Motion Mr. Brown, 2nd Mr. Pelura

RECORDED VOTE: Aye: Mr. Newton, Mr. Brown, Dr. Racite, Mr. Rullo, and Mr. Pelura

 Nay: None

 Abstain: None

 MOTION CARRIED: 5-0-0

Resolution 2020-3 Appointment of Adam Telsey as Authority Solicitor, Motion Mr Newton, 2nd Mr Pelura

RECORDED VOTE: Aye: Mr. Newton, Mr. Brown, Dr. Racite, Mr. Rullo, and Mr. Pelura

 Nay: None

 Abstain: None

 MOTION CARRIED: 5-0-0

Resolution 2020-4 Appointment of Sickels & Asssociates as Authority Engineer, Motion Mr Pelura, 2nd Mr Newton

RECORDED VOTE: Aye: Mr. Newton, Mr. Brown, Dr. Racite, Mr. Rullo, and Mr. Pelura

 Nay: None

 Abstain: None

 MOTION CARRIED: 5-0-0

Resolution 2020-5 Appointment of Parker McCay as Authority Bond Counsel, Motion Mr Brown, 2nd Mr Pelura

RECORDED VOTE: Aye: Mr. Newton, Mr. Brown, Dr. Racite, Mr. Rullo, and Mr. Pelura

 Nay: None

 Abstain: None

 MOTION CARRIED: 5-0-0

**Returned to Old Business**

Continued discussion with Mr Biermann on Riehl’s Towing fees owed. Mr Riehl has been advised.

**Resolution 2020-06** Establishment of estimated escrow fees, establishment of the safety and stabilaztion guarantee, performance bon/guarantee, and establishment of sewerage connection fee for Riehl’sTowing. Motion Mr Pelura, 2nd Mr Racite.

RECORDED VOTE: Aye: Mr. Newton, Mr. Brown, Dr. Racite, Mr. Rullo, and Mr. Pelura

 Nay: None

 Abstain: None

 MOTION CARRIED: 5-0-0

**Correspondence**

Acknowledgement of schedule of 2020 Meeting Dates for NJUA JIF in binder

**New Business**

Already taken care of as stated above.

**Reports**

Mr Telsey – None

Mr. Biermann – Action item **Resolution 2020-07** Declaring an Emergency and authorizing the RBC 2D electrical repairs at the

 CPTSA Wastewater Treatment Plant. Services of Bow & Gant authorized for repair. Motion Mr Pleura, 2nd

 Mr Brown

RECORDED VOTE: Aye: Mr. Newton, Mr. Brown, Dr. Racite, Mr. Rullo, and Mr. Pelura

 Nay: None

 Abstain: None

 MOTION CARRIED: 5-0-0

 Discussed repair/rehab of manhole off east end pump station off Rt 48. At no cost to Authority for materials by

 Xypex. Kast has to pay their fees first to Sewerage Authority since they will be going through manhole.

 Discussed Rt 40/48 feasibility study, force main project

Mr. DeBlock – Discussed repairs pending and systems operating satisfactorily. Discussed how Deepwater Diner is being

 billed and corrections needed. Retro wage calculations for Plant personnel. Action item for PO 20-00049 in the

 amount of $18,290.00 to be paid to Ram Industrial for repairs out of R&R account. Motion Mr Racite, 2nd Mr

 Brown

 RECORDED VOTE: Aye: Mr. Newton, Mr. Brown, Dr. Racite, Mr. Rullo, and Mr. Pelura

 Nay: None

 Abstain: None

 MOTION CARRIED: 5-0-0

Mrs Zee – Report on Revenue and Operating expenses for January 2020, reported the Verizon internet has been cancelled and

 we would like to do cost comparison with Comcast in order to switch phone lines as well. Delinquencies were

 mailed out for 4th qtr 2019

**Comments**

Mr Newton asked Andy why the contract was not signed so the retro could be paid to the Plant personnel. Decided to discuss this in Executive Session. Tim offered to go over figures with Andy to resolve his concerns.

**Other Business**

Tim Kiel presented Finance report to support need for increase in Sewerage rates. Projected increase of 4%, final decision to have $10 the first year and $5 the second year per qtr. Suggested change late fees to begin after 10 days instead of 40 days. Change some Commercial accounts to Consumption accounts. Will need to create a resolution and hold a public meeting. Discussion on bills going to both owner and bill to accounts. Suggestions on how to deal with delinquent accounts, i.e. have NJAW shut water off.

**Resolution 2020-11** Discussion on job description for new Office Manager and authorizing advertisement. On Authority website and profession specific web sites. Request for Tim and Mike Welding to be in on hiring process/interviewing. Suggestion of offering $30 p/h. Motion to approve Resolution 2020-11 with some changes as discussed Mr. Pleura, 2nd Mr Brown

RECORDED VOTE: Aye: Mr. Newton, Mr. Brown, Dr. Racite, Mr. Rullo, and Mr. Pelura

 Nay: None

 Abstain: None

 MOTION CARRIED: 5-0-0

**Resolution 2020-10** No need to send PO’s back to vendor for signature. Motion to accept Mr Pleura, 2nd Mr Brown.

RECORDED VOTE: Aye: Mr. Newton, Mr. Brown, Dr. Racite, Mr. Rullo, and Mr. Pelura

 Nay: None

 Abstain: None

 MOTION CARRIED: 5-0-0

**Public Session**

Don Redfield, realator approved the Authority decision on rate increases. Stated he was looking for any information on expansion on eastern end of Rt 40. Mr Brown said they were getting ready to do a study for redevelopment for areas on Rt 40. i.e. where will sewer be going? Mr Redfield was satisfied by Mr Browns answers.

**Executive Session**

**Resolution 2020-12** Motion to go into Executive Session Mr Pleura, 2nd Mr Brown

RECORDED VOTE: Aye: Mr. Newton, Mr. Brown, Dr. Racite, Mr. Rullo, and Mr. Pelura

 Nay: None

 Abstain: None

 MOTION CARRIED: 5-0-0

Recorder turned off, restarted after meeting

**Resolution 2020-08** Accounts Payable/Receivable rate adjustment.Motion to accept with discussed changes Mr. Pleura, 2nd Mr Racite

RECORDED VOTE: Aye: Mr. Newton, Mr. Brown, Dr. Racite, Mr. Rullo, and Mr. Pelura

 Nay: None

 Abstain: None

 MOTION CARRIED: 5-0-0

**Resolution 2020-9** Establishment of Operations payscale. Motion to accept as corrected Mr Pleura, 2nd Mr Newton.

RECORDED VOTE: Aye: Mr. Newton, Mr. Brown, Dr. Racite, Mr. Rullo, and Mr. Pelura

 Nay: None

 Abstain: None

 MOTION CARRIED: 5-0-0

**Adjourn**

Motion to Adjourn Mr Rullo, 2nd Mr. Pleura